

Proposal Review Committee
November 16, 2010
Statewide Benefits Office
Duncan Building, Ste. 320, Dover, Delaware

The Proposal Review Committee met on November 16, 2010 at the Statewide Benefits Office, Dover, Delaware. The following committee members and guests were present:

Brenda Lakeman, OMB, Director, Statewide Benefits
Faith Rentz, OMB, Deputy Director, Statewide Benefits
Dianna Stotler, OMB, Vision Benefit Program Lead, Statewide Benefits
Laurene Ehemann, OMB, RFP and Contract Coordinator, Statewide Benefits
Erin Guerke, State Treasurer's Office
Wendy Brown, Department of Health and Social Services
Vernard Wilkerson, Department of Finance
Evelyn Nestlerode, Office of Controller General
Mike Casey, Aon Consulting
Gabe Rozengarten, Aon Consulting

Introductions/Sign In

Ms. Lakeman called the meeting to order at 8:59 a.m.

Approval of Minutes

Ms. Lakeman requested a motion to approve the minutes from the March 22, 2010 meeting of the Proposal Review Committee (PRC). A motion was made by Mr. Wilkerson and seconded by Ms. Brown. The minutes were approved with unanimous voice vote.


Discussion of Vision Benefit Program RFP

Ms. Lakeman requested a motion to move into executive session for review of the finalists' bid responses and conduct the interviews. Mr. Wilkerson made the motion and it was seconded by Ms. Guerke. The PRC moved into Executive Session at 9:03 a.m. Upon conclusion of the Executive Session the PRC moved back into the public meeting at 5:20 p.m.

Upon return to public session, Mr. Rozengarten read the final tallied scores as submitted by the PRC. Total score for EyeMed was 96.0, 91.7 for VSP, and 90.4 for Davis Vision. Ms. Lakeman asked for a motion to recommend to the State Employee Benefits Committee a contract award related to the Vision Benefit Program RFP in accordance with the RFP, RFP response and best and final negotiations to EyeMed, effective July 1, 2011 and subject to final contract negotiation. A motion was made by Ms. Guerke and seconded by Ms. Nestlerode. The recommendation to award was approved by unanimous voice vote.

With no further business a request to adjourn the meeting was made by Ms. Lakeman. A motion to adjourn was made by Mr. Wilkerson and seconded by Ms. Guerke. Upon unanimous voice approval, the meeting was adjourned at 5:23 p.m. Please note there were no public attendees.

Respectfully submitted,



Laurene M. Ehemann
RFP and Contract Coordinator